

Pitt, Charlotte S. - PW Manager

From: Pitt, Charlotte S. - PW Manager
Sent: Sunday, October 21, 2018 6:55 PM
To: Zollo, Elizabeth A. - PW CA2309 Administrator III
Cc: Lewis, Janay T. - PW Contract Compliance Tech; Otto, Janet R. - PW CA0753 Contract Compliance Supervisor
Subject: RE: New EHS Cleanup Contract
Attachments: EHS Encumbrance Form 44 Oct. 2018.xlsx

Here's the form with the info. I have. Thanks for your help.

Charlotte

From: Zollo, Elizabeth A. - PW CA2309 Administrator III
Sent: Friday, October 19, 2018 7:41 AM
To: Pitt, Charlotte S. - PW Manager <Charlotte.Pitt@denvergov.org>
Cc: Lewis, Janay T. - PW Contract Compliance Tech <Janay.Lewis@denvergov.org>; Otto, Janet R. - PW CA0753 Contract Compliance Supervisor <Janet.Otto@denvergov.org>
Subject: FW: New EHS Cleanup Contract

Charlotte,

If you want Janay to initiate a Form 44 on your behalf, we would need your chartfield that you want the 100K task order initiated against and she can complete a Form 44 for you. This is one of the DDPHE contracts that the Environmental folks like advance notice before we encumber against it, so I called Justin on this one for his approval on the \$100,000 and he granted it so we can skip that step on this one.

Typically on these types of contracts, we would get a completed Form 44 and an email from DDPHE authorizing use of the agreement from you and process the Task Order for you. For next year's task order, he said you can email EQCONTRACTS@DENVERGOV.ORG to obtain authorization. Then just attach that authorization with a 44 and we will initiate another task order on your behalf.

Please let me know if you need anything else,

Beth Zollo | Manager

Public Works – Procurement and Contracting | City and County of Denver
720.913.1774 Phone | 720.913.1805 Fax
elizabeth.zollo@denvergov.org

From: Sterger, Justin - DEH Sr. Environmental Programs Administrator
Sent: Thursday, October 18, 2018 2:28 PM
To: Zollo, Elizabeth A. - PW CA2309 Administrator III <Elizabeth.Zollo@denvergov.org>
Cc: Pitt, Charlotte S. - PW Manager <Charlotte.Pitt@denvergov.org>
Subject: New EHS Cleanup Contract

Hi Beth and Charlotte,

I just received word the new Environmental Hazmat Services, Inc. contract is setup in Workday. Contract details with SC number, etc are:

Supplier Contract  Contract Number SC-00003430 Status Approved

▼ **Contract Information**

Company	City and County of Denver
Supplier	ENVIRONMENTAL HAZMAT SERVICE INC
Contract Specialist	Erni Baker (136822)
Buyer	Janell Schafer (137591)
Contract Type	Executed Contract
Contract Name	ON-CALL CLEANUP SERVICES FOR ABANDONED WASTE - CITYWIDE (ENVIRONMENTAL HAZMAT SERVICE INC)
Contract Reference	201844158
On Hold	No

▼ **Terms and Amounts**

Start Date	10/11/2018
Contract Signed Date	10/11/2018
End Date	10/11/2021
Total Contract Amount	6,000,000.00
Original Contract Amount	6,000,000.00
Line Total Amount	0.00
Currency	USD
Default Tax Code	(empty)
Default Payment Type	Check

You may use this for the new encumbrance Charlotte requested for the street cleanup work coordinated by Solid Waste. As discussed yesterday there is a separate contract with EHS for hazmat that you don't want to use for this new encumbrance in Workday.

Thanks and feel free to call if you have any questions.

Justin W. Sterger | Senior Environmental Administrator
Environmental Quality Division, Denver Public Health & Environment | City and County of Denver
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